

SENIOR TRAINING OFFICER MEETING  
Wednesday, 16 March 1977, 1030 hours

A G E N D A

STATINTL

1. Off-Campus Program

2. Program on Creative  
Management

STATINTL

3. Draft HR [REDACTED]  
Component-Conducted  
Training

Mr. Fitzwater

STATINTL

HR [REDACTED]

TRAINING

7. COMPONENT-CONDUCTED TRAINING. This paragraph establishes the definition, responsibilities, and authorities for the initiation of, or major modification to, certain courses which are conducted by Agency components other than the Office of Training.

a. DEFINITION.

(1) Component-conducted training consists of four types of instruction:

(a) Training conducted by the personnel of an Agency component within the field of expertise unique to the mission of that component, primarily for, but not necessarily limited to, the personnel of that component;

(b) Training conducted by an Agency component for personnel from other parts of the

Intelligence Community within the field of expertise unique to the mission of that component;

(c) Training conducted by a non-Agency organization for the personnel of a single component in an Agency facility under a contractual arrangement with that component;

(d) Training conducted by a component other than the Office of Training which may be similar to an Office of Training course or externally available training, and which has the Director of Training's concurrence that it is appropriate, non-duplicative, and cost-effective.

(2) Component-conducted training should be in the form of regularly-scheduled courses.

(3) Component-conducted training does not include on-the-job training, conferences, or symposia.

b. RESPONSIBILITIES AND AUTHORITIES.

(1) Deputy Directors and Heads of Independent Offices or their designees will:

(a) When one of their components proposes to initiate a new course which is similar to an existing course conducted by the Office of Training or to training which is available externally, inform the Director of Training in writing of the proposal, including the proposed content of the course and the reasons for running the course internally rather than utilizing an OTR course or training available externally;

(b) When one of their components proposes to make major modifications to an existing component-conducted course which is similar to an existing OTR course or to training available externally, inform the Director of Training in writing of the proposed modifications and the reasons therefor.

(2) The Director of Training will:

(a) Upon receipt of a proposal for a new component-conducted course or major modifications to an existing course as defined above, determine whether the proposal is appropriate, non-duplicative, and cost-effective, and either concur in the proposal or make such recommendations as he deems necessary.